



CITY OF ENCINITAS
Development Services Department
505 S. Vulcan Ave
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Phone: 760-633-2706

SIDEWALK CAFÉ PERMIT PUBLIC RIGHT-OF-WAY FEES & INFORMATION

A Public Right-of-Way Sidewalk Café permit is required when any sidewalk or outdoor dining will occur within the public right-of-way.

Approved permits are valid until expiration of insurance and are not transferable to another location.

All fees associated with this permit are non-refundable.

Fees:

Application Fee:	New: \$388	Renewal: \$124	Renewal w/Violation: \$230
Business Registration	Must have a current business registration with the City. Business Registration is a separate process and can be applied for concurrently with this permit.		

Documentation Required:

- **Certificate - Insurance** – Must have general liability coverage, minimum \$1 million for each occurrence and aggregate for combined bodily injury and property damage. The policy number, effective date, and expiration date must be provided. Work must be completed prior to the expiration date of the policy.
- **Plans – Sidewalk Cafe** - Site plan used to depict all proposed private sidewalk café/dining facilities within the public right-of-way including but not limited to tables, chairs, planters, signage, etc. Parking calculations shall be shown.
- **Standard Conditions - Right-of-Way Construction** – Acknowledgement of conditions which must be adhered to when accessing or performing work in a Public Right-of-Way.
- **Stormwater Intake Form & Standard SWQMP**
- **If alcohol is proposed –**
 - Approved use permit/use permit modification.
 - Approved ABC license reflecting changes/new areas.